

HOME ACCESS APPLICANTS PLEASE NOTE

Please do not forget to send in proof and supporting documentation of your income with your application for the City of Sunnyvale's Home Access Grant Program. **Your application cannot be approved without it!**

Refer to the attached instructions for details about proof of income. If you have questions you may contact staff at (408) 730-7459.

To apply for the Home Access Grant please submit the following:

1. Application for Home Access Grant
2. The City needs to verify incomes of all household members eighteen (18) and older. If you can furnish proof that family members between the ages of eighteen (18) and twenty-three (23) are full-time students, their incomes do not have to be included. For **every adult family member living in the home**, please return or send copies of the following:
 - Copy of most current Federal 1040 tax return (include all schedules)
 - Verification of Disability
 - Three (3) most recent paycheck stubs
 - Verification of regular taxable and non-taxable income such as Social Security, Disability, AFDC, unemployment, etc.
 - Pension/annuity statements
 - Most recent quarterly statement of investments owned
 - Recent Bank Statement
 - Verification of other regular monthly income as applicable
 - Proof of Homeowner's Insurance and Flood Insurance if located in a flood zone
 - Copy of Picture ID, showing date of birth
 - If you rent, Property Owner Agreement for Accessibility Work (attached).

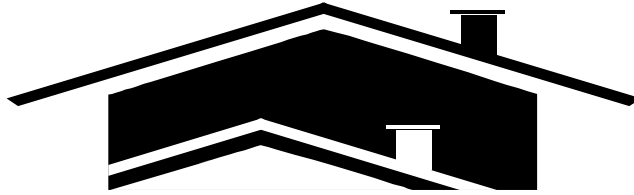
Attached are the current income eligibility guidelines. There is also a limit on the amount of assets you can have in savings, stocks, property, and so forth. If you are 60 or younger, in order to qualify, you must have less than \$200,000 in assets, with the exception of the value of your home. If you are 60 or older, the maximum is \$325,000 with the exception of the value of your home.

Program Process:

1. Staff approves grant
2. Staff assigns work to contractor (depending on difficulty of work. In some cases you may wish to find the contractor yourself.
3. Contractor obtains permits, if necessary, for the particular job
4. Work is done
5. City staff inspects work
6. Contractor or material supplier is paid

Return to: **City of Sunnyvale**
 Housing Division
 P.O. Box 3707
 Sunnyvale, CA 94088-3707

INCOME GUIDELINES
EFFECTIVE: March 2015



Household Size		Maximum Income Limits
1 person		\$52,850
2 people		\$60,400
3 people		\$67,950
4 people		\$75,500
5 people		\$81,550
6 people		\$87,600
7 people		\$93,650
8 people		\$99,700

Income is gross annual income

Income Worksheet

(Please fill out as best as you can)

Resident Name _____ **Address** _____

Loan ☐ 0% ☐ 3% ☐ 4% ☐ 5% ☐ Deferred
☐ Emergency ☐ Paint ☐ Rehab

Grant ☐ Home Access ☐ Paint

Household Size _____

Total Household Income _____

	Name:	Name:	Name:	Name:	Name:	Total
<u>Wages</u>						
a.						
b.						
c.						
<u>Pensions/Annuities</u>						
a.						
b.						
c.						
d.						
<u>Social Security</u>						
a.						
b.						
<u>Interest Income</u>						
a.						
b.						
c.						
<u>Dividends</u>						
a.						
b.						
<u>Assets</u>						
a.						
b.						
c.						
<u>Other</u>						
a.						
b.						
Total Income						

Total Household Income: _____

**CITY OF SUNNYVALE
APPLICATION FOR HOME ACCESS GRANT**

NOTICE: CONFIDENTIAL INFORMATION FOR CITY OF SUNNYVALE HOUSING REHABILITATION USE ONLY

Name: _____ Phone: _____

Address: _____

The following information is requested by the federal government in order to monitor the program's compliance with federal laws regarding equal opportunity. You are not required to furnish this information, but are encouraged to do so. The law provides that this program may neither discriminate on the basis of this information, nor on whether you choose to furnish it.

<input type="checkbox"/> AMERICAN INDIAN, ALASKAN NATIVE	<input type="checkbox"/> WHITE
<input type="checkbox"/> NATIVE HAWAIIAN/ PACIFIC ISLANDER	<input type="checkbox"/> HISPANIC
<input type="checkbox"/> ASIAN, PACIFIC ISLANDER	<input type="checkbox"/> ASIAN
<input type="checkbox"/> BLACK/ AFRICAN AMERICAN, WHITE	<input type="checkbox"/> ASIAN, WHITE
<input type="checkbox"/> BLACK / AFRICAN AMERICAN	
<input type="checkbox"/> AMERICAN INDIAN/ ALASKAN NATIVE, WHITE	<input type="checkbox"/> OTHER (SPECIFY)

Over age 60? ☐ yes ☐ no Number of people in household: _____

Names of all adult household members: _____

Do you rent your dwelling unit? ☐ yes ☐ no

- If you rent, you must get the owner to sign the approval form available from the Home Access Grant Program. (See Attached)

Annual Gross Income \$_____ **PLEASE ATTACH VERIFICATION OF ALL INCOME**
(For all adult household members)

Age of home or dwelling unit _____

Assets (other than home) _____

Unusual expenses (such as child care or medical) \$_____ estimate per year

I understand that I may apply for this grant **one-time** only, (initials _____) therefore;
If approved, I would like to have the following work done: **Please check items.**

☐ Ramp ☐ Modification of Steps ☐ Grab Bars ☐ Bath Bench
location: _____

☐ Lift ☐ Hand-held showerhead ☐ Doorbell for the hearing impaired

☐ Railing(s) ☐ Widening of door(s) ☐ Other, please explain _____
location: _____

**IT MAY BE A FEDERAL CRIME, PUNISHABLE BY A FINE OR IMPRISONMENT, OR BOTH,
TO KNOWINGLY MAKE ANY FALSE STATEMENTS TO OBTAIN THIS GRANT.**

DATE: _____ APPLICANT'S SIGNATURE: _____

CITY OF SUNNYVALE

HOME ACCESS GRANT PROGRAM

PROPERTY OWNER AGREEMENT FOR ACCESSIBILITY WORK

I, the owner or manager of the property at _____
Sunnyvale, agree to allow the unit or dwelling at the above address to be modified to
increase its accessibility to the tenant, _____

I understand that the following alterations will be made:

_____ Ramp(s) _____
Location(s)

_____ Lift(s) _____
Location(s)

_____ Grab bars _____

_____ Hall railing(s) _____

_____ Widening of door(s) _____

_____ Modification of kitchen and/or bathroom cabinets _____

I also understand that I am not in any way responsible for the cost of the above alterations.
Thus, I agree that such modifications will not cause a rent increase.

Date _____

Owner/Manager _____
(print name)

(signature)

HOME ELECTRIC LIFT PROGRAM AGREEMENT

BY SIGNING THIS AGREEMENT, I AGREE TO AND UNDERSTAND THE FOLLOWING:

1. THE ELECTRIC LIFT WHICH HAS BEEN OR WILL BE INSTALLED AT MY PLACE OF RESIDENCE IS THE PROPERTY OF THE CITY OF SUNNYVALE, AND IS FOR MY USE ONLY FOR SO LONG AS I AM A RESIDENT AT THIS LOCATION.
2. I MUST NOTIFY THE CITY IMMEDIATELY IF I NO LONGER NEED THE LIFT, OR IF I PLAN TO MOVE FROM THE RESIDENCE.
3. I UNDERSTAND THAT WHEN I NO LONGER REQUIRE USE OF THE LIFT, OR WHEN I MOVE, THE CITY WILL REMOVE THE LIFT AND WILL MAKE ANY MINOR REPAIRS NECESSARY TO RESTORE THE PROPERTY TO THE ORIGINAL CONDITION AS CLOSE AS REASONABLY POSSIBLE. I WILL BE RESPONSIBLE FOR STORING AND MAINTAINING ANY EQUIPMENT, PARTS OR OTHER MATERIAL WHICH MUST BE REMOVED IN ORDER TO INSTALL THE LIFT.
4. I AGREE TO USE THE LIFT ONLY FOR THE PURPOSES FOR WHICH IT HAS BEEN DESIGNED, AND WILL IMMEDIATELY NOTIFY THE CITY IF ANY REPAIRS ARE NECESSARY. THE CITY WILL BE RESPONSIBLE FOR MAINTAINING THE LIFT IN WORKING ORDER FOR THE DURATION OF THE AGREEMENT.
5. IN CONSIDERATION FOR THE CITY'S AGREEMENT TO INSTALL AND MAINTAIN THE LIFT FOR MY USE AT MY PLACE OF RESIDENCE, I HEREBY AGREE TO HOLD THE CITY HARMLESS FOR ANY CLAIMS FOR DAMAGE OR INJURY TO MYSELF OR OTHER PERSONS RESULTING FROM THE USE OF THE LIFT.
6. I UNDERSTAND AND AGREE THAT THE LIFT PROGRAM IS PART OF THE HOME ACCESS GRANT PROGRAM THAT I HAVE APPLIED FOR AND THAT THE INSTALLATION AND MAINTENANCE OF THE LIFT FOR MY USE CONSTITUTES THE FULL AMOUNT OF MY ENTITLEMENT UNDER THE HOME ACCESS GRANT PROGRAM.
7. I UNDERSTAND THE MAXIMUM WEIGHT CAPACITY OF THE ELECTRIC LIFT IS NOT TO EXCEED 500 POUNDS AND ANY USE EXCEEDING THE MANUFACTURER'S WEIGHT CAPACITY IS NOT ALLOWED. I FURTHER UNDERSTAND THAT I WILL BE LIABLE FOR ANY USAGE NOT IN ACCORDANCE WITH THE MANUFACTURER'S GUIDELINES THAT RESULT IN DAMAGE TO THE EQUIPMENT.

APPLICANT'S SIGNATURE

DATE

APPLICANT'S NAME (PRINTED OR TYPED)

APPLICANT'S ADDRESS

CITY

STATE

ZIP CODE

PROPERTY OWNER'S SIGNATURE **DATE**
(IF DIFFERENT FROM APPLICANT)

PROPERTY OWNER'S NAME
(PRINTED OR TYPED)

**CITY OF SUNNYVALE
HOME ACCESS GRANT PROGRAM
HOLD HARMLESS AGREEMENT**

To the extent permitted by law, I (we) the undersigned owner(s) of the property described herein hereby agree to protect, defend, indemnify and hold harmless the CITY OF SUNNYVALE, its City Council, commissions, officers, agents and employees from and against any and all liabilities, judgments, costs and/or expenses or damages, however same may be caused, including all costs and attorney fees incurred in providing a defense to any claim for which the CITY becomes legally liable, arising from or in consequence of any acts, errors or omissions of the owners or any activities relating to housing rehabilitation provided by the CITY as part of the City of Sunnyvale's Housing Rehabilitation Program at:

Street Address

City, State, and Zip

Because of monetary constraints imposed on the Program, the Scope of the Housing Rehabilitation Program may not and is not intended to address all of the health and safety hazards and code deficiencies that may have been identified during the initial property inspection. Owner(s) acknowledge that it is the sole responsibility of owner(s) to correct such health and safety hazardous and code deficiencies at their own expense. Owner(s) further agree to defend, indemnify and hold harmless the CITY OF SUNNYVALE, its officers, agents, and employees in the event that any future liability is incurred due to failure to correct these remaining safety hazards and/or code deficiencies.

"I hereby grant the CITY permission to construct home accessibility modifications on my property at no cost to me. I understand that the fixture is permanent and that I will not hold the CITY responsible for its installation or its removal." Please initial if you wish a ramp, grab bars, lift or other handicap accessibility _____.

SIGNATURE OF RECORD OWNER

DATE

SIGNATURE OF RECORD OWNER

DATE

**CITY OF SUNNYVALE
HOME ACCESS GRANT PROGRAM
GRANT AGREEMENT**

This Agreement, entered into this _____ day of _____, _____, between the City of Sunnyvale "City" and the eligible applicant(s), _____, commits the applicant to participate in the home improvement program, barring any unforeseen hardships.

Applicant agrees to cooperate with the City so that the home improvement work can begin within ninety (90) days of the effective date of this Agreement, to the extent possible.

The City agrees to provide to Owner a grant to undertake and complete housing improvements as follows:

GRANT AMOUNT UP TO \$ 6,500.00

GENERAL DESCRIPTION OF APPROVED SCOPE-OF-WORK

_____	_____	_____
_____	_____	_____
_____	_____	_____

City agrees to provide applicant with a list of eligible contractors who have submitted bids for the work. Applicant shall select a contractor from this list to perform the work identified in the scope of work. Applicant understands that warranty and guarantee of workmanship and materials for the repairs undertaken and financed by the Housing Division are the responsibility of the contractor performing the work and not the responsibility of City.

Owner shall indemnify, hold harmless and defend City, its agents and employees from and against any and all actions, claims, damages, disabilities or expenses including attorneys' fees and witness costs that may be asserted by any person or entity, arising out of or in connection with the activities necessary to perform the services and complete the tasks. Owner further agrees to indemnify and hold harmless the City and Housing Rehabilitation Program from any liability for any injury or damage to persons or property resulting from any condition or items in need of repair but not specified or corrected under this agreement. _____ (Initial).

Owner understands that the grant is for home accessibility purposes and not for remodeling. Materials such as paint, flooring, siding, sheetrock repairs and misc. repairs may not match existing materials exactly. However, contractor will do his or her best to match existing as closely as possible.

The housing rehab program will be responsible for financing only the work described and authorized in the Scope-of-Work. Any additional work undertaken without City approval is the sole responsibility of Owner.

This Agreement incorporates all applicable sections of the application. Failure to comply with the provisions of this Agreement is grounds for default and can include repayment of the grant and /or termination of services.

By: _____
[Applicant]

Date: _____

By: _____
[Applicant]

Date: _____

Richard Gutierrez, Housing Rehab Specialist



NOTICE TO APPLICANT

Beginning on September 15, 2000 the City of Sunnyvale will be required to comply with the Lead Safe Housing Regulation that was published in the Federal Register on September 15, 1999. The purpose of this regulation is to significantly reduce the health hazards created by lead paint, particularly from the dust created from deteriorated paint. The attached brochure, "Protect Your Family from Lead in Your Home" explains these hazards and gives some suggestions on what you can do. Lead hazards are particularly injurious to small children.

Rehabilitation Loan, Home Access Grant and Paint Loan/Grant projects will be affected by the requirements for notification, evaluation and reduction of lead-based paint hazards, whether or not small children reside in the home. The length of time it takes to process projects will increase in most cases, as there is currently a shortage of specially trained lead hazard risk assessors and contractors trained in hazard reduction.

Homes that will not be affected by the regulation are those built on or after January 1, 1978. Requirements for testing and hazard reduction work vary depending on the scope and type of work. Staff will be able to explain the differences in detail.

If you would like more information on the Housing Rehabilitation Program's Lead-Based Paint Management Plan, you may contact the Housing Division at (408) 730-7250.

LEAD-BASED PAINT ACKNOWLEDGEMENT

I have received the EPA **“Protect Your Family from Lead in Your Home”** pamphlet and have been advised to read it before work begins in my home.

Address: _____

Please check: ☐ **Home Access Grant**

☐ **Paint Grant**

☐ **Paint Loan**

☐ **Rehab Loan**

Date

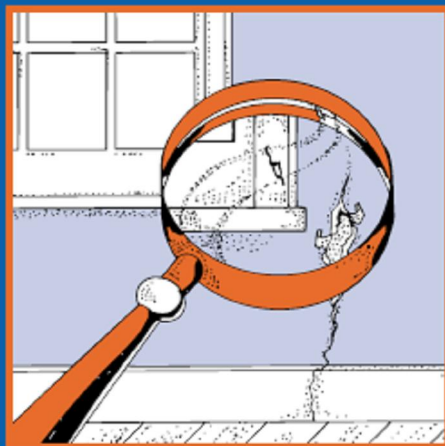
Print Full Name

Signature

Date

Print Full Name

Signature



Protect Your Family From Lead In Your Home



U.S. EPA Washington DC 20460
U.S. CPSC Washington DC 20207
U.S. HUD Washington DC 20410

 **EPA** United States
Environmental
Protection Agency



United States
Consumer Product
Safety Commission



United States
Department of Housing
and Urban Development

EPA747-K-99-001
September 2001

Are You Planning To Buy, Rent, or Renovate a Home Built Before 1978?

Many houses and apartments built before 1978 have paint that contains high levels of lead (called lead-based paint). Lead from paint, chips, and dust can pose serious health hazards if not taken care of properly. Federal law requires that individuals receive certain information before renting, buying, or renovating pre-1978 housing:



LANDLORDS have to disclose known information on lead-based paint and lead-based paint hazards before leases take effect. Leases must include a disclosure form about lead-based paint.



SELLERS have to disclose known information on lead-based paint and lead-based paint hazards before selling a house. Sales contracts must include a disclosure form about lead-based paint. Buyers have up to 10 days to check for lead.



RENOVATORS have to give you this pamphlet before starting work.

IF YOU WANT MORE INFORMATION on these requirements, call the National Lead Information Center at **1-800-424-LEAD (424-5323)**.

This document is in the public domain. It may be reproduced by an individual or organization without permission. Information provided in this booklet is based upon current scientific and technical understanding of the issues presented and is reflective of the jurisdictional boundaries established by the statutes governing the co-authoring agencies. Following the advice given will not necessarily provide complete protection in all situations or against all health hazards that can be caused by lead exposure.

IMPORTANT!

Lead From Paint, Dust, and Soil Can Be Dangerous If Not Managed Properly

- FACT:** Lead exposure can harm young children and babies even before they are born.
- FACT:** Even children who seem healthy can have high levels of lead in their bodies.
- FACT:** People can get lead in their bodies by breathing or swallowing lead dust, or by eating soil or paint chips containing lead.
- FACT:** People have many options for reducing lead hazards. In most cases, lead-based paint that is in good condition is not a hazard.
- FACT:** Removing lead-based paint improperly can increase the danger to your family.

If you think your home might have lead hazards, read this pamphlet to learn some simple steps to protect your family.

Lead Gets in the Body in Many Ways

Childhood lead poisoning remains a major environmental health problem in the U.S.

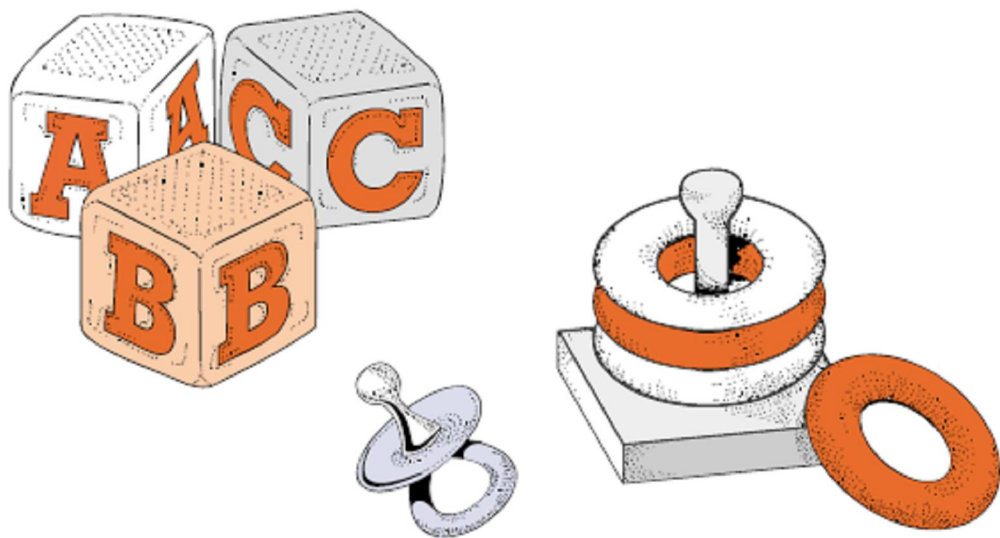
Even children who appear healthy can have dangerous levels of lead in their bodies.

People can get lead in their body if they:

- ◆ Breathe in lead dust (especially during renovations that disturb painted surfaces).
- ◆ Put their hands or other objects covered with lead dust in their mouths.
- ◆ Eat paint chips or soil that contains lead.

Lead is even more dangerous to children than adults because:

- ◆ Children's brains and nervous systems are more sensitive to the damaging effects of lead.
- ◆ Children's growing bodies absorb more lead.
- ◆ Babies and young children often put their hands and other objects in their mouths. These objects can have lead dust on them.



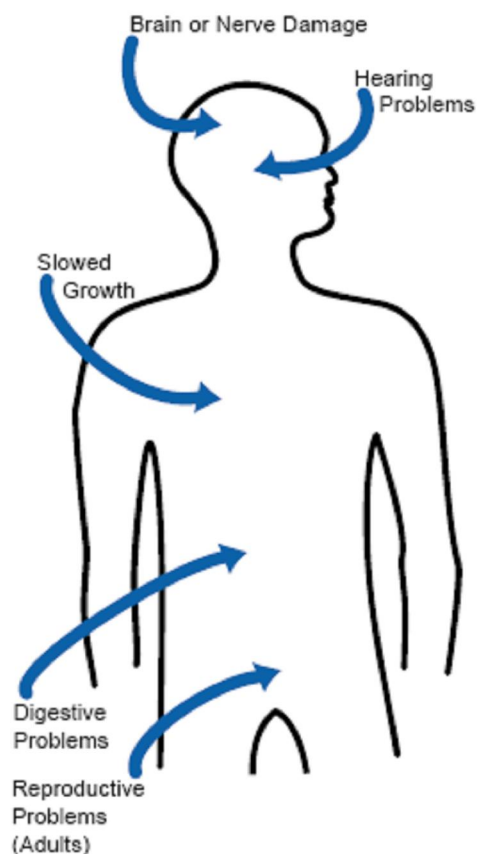
Lead's Effects

If not detected early, children with high levels of lead in their bodies can suffer from:

- ◆ Damage to the brain and nervous system
- ◆ Behavior and learning problems (such as hyperactivity)
- ◆ Slowed growth
- ◆ Hearing problems
- ◆ Headaches

Lead is also harmful to adults. Adults can suffer from:

- ◆ Difficulties during pregnancy
- ◆ Other reproductive problems (in both men and women)
- ◆ High blood pressure
- ◆ Digestive problems
- ◆ Nerve disorders
- ◆ Memory and concentration problems
- ◆ Muscle and joint pain



***Lead affects
the body in
many ways.***

Where Lead-Based Paint Is Found

In general, the older your home, the more likely it has lead-based paint.

Many homes built before 1978 have lead-based paint. The federal government banned lead-based paint from housing in 1978. Some states stopped its use even earlier. Lead can be found:

- ◆ In homes in the city, country, or suburbs.
- ◆ In apartments, single-family homes, and both private and public housing.
- ◆ Inside *and* outside of the house.
- ◆ In soil around a home. (Soil can pick up lead from exterior paint or other sources such as past use of leaded gas in cars.)

Checking Your Family for Lead

Get your children and home tested if you think your home has high levels of lead.

To reduce your child's exposure to lead, get your child checked, have your home tested (especially if your home has paint in poor condition and was built before 1978), and fix any hazards you may have. Children's blood lead levels tend to increase rapidly from 6 to 12 months of age, and tend to peak at 18 to 24 months of age.

Consult your doctor for advice on testing your children. A simple blood test can detect high levels of lead. Blood tests are usually recommended for:

- ◆ Children at ages 1 and 2.
- ◆ Children or other family members who have been exposed to high levels of lead.
- ◆ Children who should be tested under your state or local health screening plan.

Your doctor can explain what the test results mean and if more testing will be needed.

Identifying Lead Hazards

Lead-based paint is usually not a hazard if it is in good condition, and it is not on an impact or friction surface, like a window. It is defined by the federal government as paint with lead levels greater than or equal to 1.0 milligram per square centimeter, or more than 0.5% by weight.

Deteriorating lead-based paint (peeling, chipping, chalking, cracking or damaged) is a hazard and needs immediate attention. It may also be a hazard when found on surfaces that children can chew or that get a lot of wear-and-tear, such as:

- ◆ Windows and window sills.
- ◆ Doors and door frames.
- ◆ Stairs, railings, banisters, and porches.

Lead dust can form when lead-based paint is dry scraped, dry sanded, or heated. Dust also forms when painted surfaces bump or rub together. Lead chips and dust can get on surfaces and objects that people touch. Settled lead dust can re-enter the air when people vacuum, sweep, or walk through it. The following two federal standards have been set for lead hazards in dust:

- ◆ 40 micrograms per square foot ($\mu\text{g}/\text{ft}^2$) and higher for floors, including carpeted floors.
- ◆ 250 $\mu\text{g}/\text{ft}^2$ and higher for interior window sills.

Lead in soil can be a hazard when children play in bare soil or when people bring soil into the house on their shoes. The following two federal standards have been set for lead hazards in residential soil:

- ◆ 400 parts per million (ppm) and higher in play areas of bare soil.
- ◆ 1,200 ppm (average) and higher in bare soil in the remainder of the yard.

The only way to find out if paint, dust and soil lead hazards exist is to test for them. The next page describes the most common methods used.

Lead from paint chips, which you can see, and lead dust, which you can't always see, can both be serious hazards.

Checking Your Home for Lead

Just knowing that a home has lead-based paint may not tell you if there is a hazard.



You can get your home checked for lead in one of two ways, or both:

- ◆ A **paint inspection** tells you the lead content of every different type of painted surface in your home. It won't tell you whether the paint is a hazard or how you should deal with it.
- ◆ A **risk assessment** tells you if there are any sources of serious lead exposure (such as peeling paint and lead dust). It also tells you what actions to take to address these hazards.

Hire a trained, certified professional who will use a range of reliable methods when checking your home, such as:

- ◆ Visual inspection of paint condition and location.
- ◆ A portable x-ray fluorescence (XRF) machine.
- ◆ Lab tests of paint, dust, and soil samples.

There are standards in place to ensure the work is done safely, reliably, and effectively. Contact your local lead poisoning prevention program for more information, or call **1-800-424-LEAD** for a list of contacts in your area.

Home test kits for lead are available, but may not always be accurate. Consumers should not rely on these tests before doing renovations or to assure safety.

What You Can Do Now To Protect Your Family

If you suspect that your house has lead hazards, you can take some immediate steps to reduce your family's risk:

- ◆ If you rent, notify your landlord of peeling or chipping paint.
- ◆ Clean up paint chips immediately.
- ◆ Clean floors, window frames, window sills, and other surfaces weekly. Use a mop or sponge with warm water and a general all-purpose cleaner or a cleaner made specifically for lead. REMEMBER: NEVER MIX AMMONIA AND BLEACH PRODUCTS TOGETHER SINCE THEY CAN FORM A DANGEROUS GAS.
- ◆ Thoroughly rinse sponges and mop heads after cleaning dirty or dusty areas.
- ◆ Wash children's hands often, especially before they eat and before nap time and bed time.
- ◆ Keep play areas clean. Wash bottles, pacifiers, toys, and stuffed animals regularly.
- ◆ Keep children from chewing window sills or other painted surfaces.
- ◆ Clean or remove shoes before entering your home to avoid tracking in lead from soil.
- ◆ Make sure children eat nutritious, low-fat meals high in iron and calcium, such as spinach and dairy products. Children with good diets absorb less lead.



Reducing Lead Hazards In The Home

Removing lead improperly can increase the hazard to your family by spreading even more lead dust around the house.

Always use a professional who is trained to remove lead hazards safely.



In addition to day-to-day cleaning and good nutrition:

- ◆ You can **temporarily** reduce lead hazards by taking actions such as repairing damaged painted surfaces and planting grass to cover soil with high lead levels. These actions (called “interim controls”) are not permanent solutions and will need ongoing attention.
- ◆ To **permanently** remove lead hazards, you should hire a certified lead “abatement” contractor. Abatement (or permanent hazard elimination) methods include removing, sealing, or enclosing lead-based paint with special materials. Just painting over the hazard with regular paint is not permanent removal.

Always hire a person with special training for correcting lead problems—someone who knows how to do this work safely and has the proper equipment to clean up thoroughly. Certified contractors will employ qualified workers and follow strict safety rules as set by their state or by the federal government.

Once the work is completed, dust cleanup activities must be repeated until testing indicates that lead dust levels are below the following:

- ◆ 40 micrograms per square foot ($\mu\text{g}/\text{ft}^2$) for floors, including carpeted floors;
- ◆ 250 $\mu\text{g}/\text{ft}^2$ for interior windows sills; and
- ◆ 400 $\mu\text{g}/\text{ft}^2$ for window troughs.

Call your local agency (see page 11) for help with locating certified contractors in your area and to see if financial assistance is available.

Remodeling or Renovating a Home With Lead-Based Paint

Take precautions before your contractor or you begin remodeling or renovating anything that disturbs painted surfaces (such as scraping off paint or tearing out walls):

- ◆ **Have the area tested for lead-based paint.**
- ◆ **Do not use a belt-sander, propane torch, heat gun, dry scraper, or dry sandpaper** to remove lead-based paint. These actions create large amounts of lead dust and fumes. Lead dust can remain in your home long after the work is done.
- ◆ **Temporarily move your family** (especially children and pregnant women) out of the apartment or house until the work is done and the area is properly cleaned. If you can't move your family, at least completely seal off the work area.
- ◆ **Follow other safety measures to reduce lead hazards.** You can find out about other safety measures by calling 1-800-424-LEAD. Ask for the brochure "Reducing Lead Hazards When Remodeling Your Home." This brochure explains what to do before, during, and after renovations.

If you have already completed renovations or remodeling that could have released lead-based paint or dust, get your young children tested and follow the steps outlined on page 7 of this brochure.



If not conducted properly, certain types of renovations can release lead from paint and dust into the air.



Other Sources of Lead



While paint, dust, and soil are the most common lead hazards, other lead sources also exist.



- ◆ **Drinking water.** Your home might have plumbing with lead or lead solder. Call your local health department or water supplier to find out about testing your water. You cannot see, smell, or taste lead, and boiling your water will not get rid of lead. If you think your plumbing might have lead in it:
 - Use only cold water for drinking and cooking.
 - Run water for 15 to 30 seconds before drinking it, especially if you have not used your water for a few hours.
- ◆ **The job.** If you work with lead, you could bring it home on your hands or clothes. Shower and change clothes before coming home. Launder your work clothes separately from the rest of your family's clothes.
- ◆ **Old painted toys and furniture.**
- ◆ **Food and liquids stored in lead crystal or lead-glazed pottery or porcelain.**
- ◆ **Lead smelters** or other industries that release lead into the air.
- ◆ **Hobbies** that use lead, such as making pottery or stained glass, or refinishing furniture.
- ◆ **Folk remedies** that contain lead, such as "greta" and "azarcon" used to treat an upset stomach.

For More Information

The National Lead Information Center

Call **1-800-424-LEAD (424-5323)** to learn how to protect children from lead poisoning and for other information on lead hazards. To access lead information via the web, visit **www.epa.gov/lead** and **www.hud.gov/offices/lead/**.

For the hearing impaired, call the Federal Information Relay Service at **1-800-877-8339** and ask for the National Lead Information Center at **1-800-424-LEAD**.



EPA's Safe Drinking Water Hotline

Call **1-800-426-4791** for information about lead in drinking water.

Consumer Product Safety Commission (CPSC) Hotline

To request information on lead in consumer products, or to report an unsafe consumer product or a product-related injury call **1-800-638-2772**, or visit CPSC's website at: **www.cpsc.gov**.



Health and Environmental Agencies

Some cities, states, and tribes have their own rules for lead-based paint activities. Check with your local agency to see which laws apply to you. Most agencies can also provide information on finding a lead abatement firm in your area, and on possible sources of financial aid for reducing lead hazards. Receive up-to-date address and phone information for your local contacts on the Internet at **www.epa.gov/lead** or contact the National Lead Information Center at **1-800-424-LEAD**.

EPA Regional Offices

Your Regional EPA Office can provide further information regarding regulations and lead protection programs.

EPA Regional Offices

Region 1 (Connecticut, Massachusetts, Maine, New Hampshire, Rhode Island, Vermont)

Regional Lead Contact
U.S. EPA Region 1
Suite 1100 (CPT)
One Congress Street
Boston, MA 02114-2023
(888) 372-7341

Region 2 (New Jersey, New York, Puerto Rico, Virgin Islands)

Regional Lead Contact
U.S. EPA Region 2
2890 Woodbridge Avenue
Building 209, Mail Stop 225
Edison, NJ 08837-3679
(732) 321-6671

Region 3 (Delaware, Maryland, Pennsylvania, Virginia, Washington DC, West Virginia)

Regional Lead Contact
U.S. EPA Region 3 (3WC33)
1650 Arch Street
Philadelphia, PA 19103
(215) 814-5000

Region 4 (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee)

Regional Lead Contact
U.S. EPA Region 4
61 Forsyth Street, SW
Atlanta, GA 30303
(404) 562-8998

Region 5 (Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin)

Regional Lead Contact
U.S. EPA Region 5 (DT-8J)
77 West Jackson Boulevard
Chicago, IL 60604-3666
(312) 886-6003

Region 6 (Arkansas, Louisiana, New Mexico, Oklahoma, Texas)

Regional Lead Contact
U.S. EPA Region 6
1445 Ross Avenue, 12th Floor
Dallas, TX 75202-2733
(214) 665-7577

Region 7 (Iowa, Kansas, Missouri, Nebraska)

Regional Lead Contact
U.S. EPA Region 7
(ARTD-RALI)
901 N. 5th Street
Kansas City, KS 66101
(913) 551-7020

Region 8 (Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming)

Regional Lead Contact
U.S. EPA Region 8
999 18th Street, Suite 500
Denver, CO 80202-2466
(303) 312-6021

Region 9 (Arizona, California, Hawaii, Nevada)

Regional Lead Contact
U.S. Region 9
75 Hawthorne Street
San Francisco, CA 94105
(415) 947-4164

Region 10 (Alaska, Idaho, Oregon, Washington)

Regional Lead Contact
U.S. EPA Region 10
Toxics Section WCM-128
1200 Sixth Avenue
Seattle, WA 98101-1128
(206) 553-1985

CPSC Regional Offices

Your Regional CPSC Office can provide further information regarding regulations and consumer product safety.

Eastern Regional Center

Consumer Product Safety Commission
201 Varick Street, Room 903
New York, NY 10014
(212) 620-4120

Western Regional Center

Consumer Product Safety Commission
1301 Clay Street, Suite 610-N
Oakland, CA 94612
(510) 637-4050

Central Regional Center

Consumer Product Safety Commission
230 South Dearborn Street, Room 2944
Chicago, IL 60604
(312) 353-8260

HUD Lead Office

Please contact HUD's Office of Healthy Homes and Lead Hazard Control for information on lead regulations, outreach efforts, and lead hazard control and research grant programs.

U.S. Department of Housing and Urban Development

Office of Healthy Homes and Lead Hazard Control
451 Seventh Street, SW, P-3206
Washington, DC 20410
(202) 755-1785

Simple Steps To Protect Your Family From Lead Hazards

If you think your home has high levels of lead:

- ◆ Get your young children tested for lead, even if they seem healthy.
- ◆ Wash children's hands, bottles, pacifiers, and toys often.
- ◆ Make sure children eat healthy, low-fat foods.
- ◆ Get your home checked for lead hazards.
- ◆ Regularly clean floors, window sills, and other surfaces.
- ◆ Wipe soil off shoes before entering house.
- ◆ Talk to your landlord about fixing surfaces with peeling or chipping paint.
- ◆ Take precautions to avoid exposure to lead dust when remodeling or renovating (call 1-800-424-LEAD for guidelines).
- ◆ Don't use a belt-sander, propane torch, heat gun, dry scraper, or dry sandpaper on painted surfaces that may contain lead.
- ◆ Don't try to remove lead-based paint yourself.



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